

STATE OF CALIFORNIA  
OFFICE OF THE ADJUTANT GENERAL  
2829 Watt Avenue  
P.O. Box 214405  
Sacramento, California 95821-0405

CAL ARNG Regulation  
No. 600-201

13 January 1992

Personnel - General  
SENIOR NONCOMMISSIONED OFFICER MANAGEMENT  
Effective 1 January 1992

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## CHAPTER 1

### GENERAL

**1-1. PURPOSE.** This regulation, in accordance with NGR 600-200, prescribes the policies and procedures concerning:

a. The recommendation and selection of Sergeant First Class for promotion to Master Sergeant/First Sergeant.

b. The recommendation and selection of Master Sergeant/First Sergeant for promotion to Sergeant Major/Command Sergeant Major.

c. The recommendation and selection for assignment/reassignment and transfer of Master Sergeant/First Sergeant and Sergeant Major/Command Sergeant Major.

**1-2. APPLICABILITY.** This regulation is applicable to all positions authorized the ranks of Master Sergeant/First Sergeant and Sergeant Major/Command Sergeant Major except as follows:

a. Technicians:

(1) May apply for positions in other commands provided they are eligible for technician reassignment or they are willing to resign their present technician position if required.

(2) Compatibility between technician position and unit assignment and position must be approved by SPMO.

b. AGR positions in the grade of Master Sergeant or First Sergeant and Sergeant Major or Command Sergeant Major will be managed in accordance with NGR 600-5. Selection boards for AGR personnel in these grades will be separate and under guidance published by SPMO with the concurrence of the State Command Sergeant Major.

## CHAPTER 2

### ASSIGNMENT OF SENIOR NONCOMMISSIONED OFFICERS

2-1. **SCOPE.** This Chapter prescribes general policies for assignments, reassignments and transfers of soldiers referred to in this chapter as Senior Noncommissioned Officers.

2-2. **ASSIGNMENT.** a. Senior Commands will monitor and control the assignments of Master Sergeant/First Sergeant. This will be accomplished in coordination with The Office of The Adjutant General to ensure comprehensive career management.

b. The Office of The Adjutant General will monitor and control the assignments of Sergeant Major/Command Sergeant Major. This will be done in coordination with Senior Commands to ensure comprehensive career management.

c. All Senior Noncommissioned Officer position assignments will normally be stabilized for a period of four years after which they will be considered for reassignment.

2-3. **REASSIGNMENT.** a. Upon completion of a stabilized period of assignment, a Senior Noncommissioned Officer will upon availability, normally be:

(1) Reassigned to another Senior Noncommissioned Officer position.

(2) Laterally appointment to or from either First Sergeant or Master Sergeant and assigned to an appropriate position.

(3) Voluntarily transferred to the ING.

(4) Voluntarily transferred to the Retired Reserve (if eligible).

b. Upon completion of a stabilized period of assignment, a Senior Noncommissioned Officer will only be retained in current assignment under the following conditions:

(1) When determined that for efficient personnel management, it is necessary to retain an incumbent or to delay reassignment pending a projected vacancy within 12 months.

(2) When a qualified Senior Noncommissioned Officer is not available to replace an incumbent.

c. Requests for retention beyond the stabilized four year period will be submitted through Command channels to the Senior Command concerned for Master Sergeant/First Sergeant and to OTAG, ATTN: CAMP-EPMS for Sergeant Major/Command Sergeant Major, at least six months prior to the end of the stabilized tour period.

d. Senior Noncommissioned Officers may voluntarily request for transfer prior to completing stabilized assignments.

## CHAPTER 3

## MASTER SERGEANT/FIRST SERGEANT MANAGEMENT

3-1. **SCOPE.** This Chapter prescribes policies and procedures for announcement, assignment, selection and promotion to the grade of Master Sergeant/First Sergeant in accordance with NGR 600-200, Chapters 5 and 6.

3-2. **REASSIGNMENT WITHOUT PROMOTION.** Commanders may reassign First Sergeants or qualified Master Sergeants with the proper MOS. Announcement of vacancies is not required.

3-3. **ASSIGNMENT WITH PROMOTION.** Current or projected Master Sergeant/First Sergeant vacancies to be filled via promotions will be reported to this Headquarters, ATTN: CAMP-EPMS. Statewide announcements will be accomplished, allowing a minimum of 60 days for individuals to apply for reassignment and promotion.

3-4. **ANNOUNCEMENT/APPLICATION/SELECTION.** a. Interested soldiers meeting the qualifications for promotion and assignment will obtain the personal recommendations of their Command Sergeant Major and Commander. Recommendation for Promotion (NGB Form 4100) will be forwarded by the recommending commander through Command channels with DA Form 705 (APFT Score Card) DA Form 1059 from the qualifying NCOES Course and the last three NCOERs to this Headquarters, ATTN: CAMP-EPMS; forwarded packet will include a copy of Position Announcement. Forwarded packets and individual MPRJ (provided by CAMP-CARE) will be screened to ensure individual recommended is "fully qualified". CAMP-EPMS will forward "fully qualified" packets to the respective Senior Command for promotion board action. Incomplete packets will be returned without action.

b. After the closing date of the announcement the respective Senior Command will initiate an in person appearance promotion board to select the "best qualified" applicant for promotion against the announced vacancy. Command Sergeants Major at all levels of the command will be involved in the promotion board process of selecting the "best qualified" in compliance with Paragraphs 5-28d and 5-28e, NGR 600-200.

3-5. **PROMOTION.** Colonel and higher commanders are authorized to promote to Master Sergeant or First Sergeant in accordance with NGR 600-200. Strict compliance with paragraph 6-24 must be adhered to, to ensure that the unit of assignment does not exceed the cumulative number of MSG/ISG authorized. To avoid erroneous promotions, Commanders must ensure that cumulative vacancies exist prior to publication of orders.

## CHAPTER 4

## SERGEANT MAJOR/COMMAND SERGEANT MAJOR MANAGEMENT

4-1. **SCOPE.** This Chapter prescribes policies and procedures for:

a. Announcement of Sergeant Major/Command Sergeant Major vacancies in accordance with NGR 600-200, Chapter 5.

b. Recommendation, selection and promotion to the grade of Sergeant Major/Command Sergeant Major.

4-2. **POLICY.** a. Assignment to Sergeant Major or Command Sergeant Major position vacancies will not be made until selected by the State Command Sergeant Major/Sergeant Major Selection and Promotion Board and approved by The Adjutant General. Master Sergeants/First Sergeants and Sergeants Major cannot be assigned to a Command Sergeant Major position until selected by the ARNG Command Sergeant Major Board at HQ DA (NGB). Appointment, promotion and award of MOS 00Z will be accomplished when HQ DA (NGB) board results are published.

b. To be recommended for a Sergeant Major or Command Sergeant Major position, enlisted staff experience at Company, Battalion or higher headquarters is desired. For appointment to Command Sergeant Major, the individual must have served successfully as a First Sergeant for a minimum of two years. All Master Sergeants/First Sergeants recommended for Sergeant Major or Command Sergeant Major must meet all the applicable provisions of NGR 600-200, Chapter 6 and 9.

4-3. **REASSIGNMENT WITHOUT PROMOTION.** Senior Command Commanders may reassign Command Sergeants Major or qualified Sergeants Major with the proper MOS with the approval of The Adjutant General. Announcement of vacancies is not required. Senior Command Sergeant Major positions will be filled via statewide announcements in accordance with paragraph 4-4.

4-4. **ASSIGNMENT WITH PROMOTION.** Current or projected Sergeant Major/Command Sergeant Major vacancies to be filled via promotions will be reported to this Headquarters, ATTN: CAMP-EPMS. Statewide announcements will be accomplished, allowing a minimum of 60 days for individuals to apply for reassignment and promotion.

4-5. **ANNOUNCEMENT/APPLICATION.** a. Interested soldiers meeting the qualifications for promotion and assignment will obtain the personal recommendations of their Command Sergeant Major or Commander and complete a promotion packet.

b. Completed promotion packets will be in accordance with Chapter 9, NGR 600-200, except that the letter of recommendation will indicate Sergeant Major for those recommended for Sergeant Major positions. Command Sergeant Major recommendations will remain IAW Chapter 9. Packets will be forwarded through Command channels to this Headquarters, ATTN: CAMP-EPMS. Forwarded packets will contain copy of announcement.

c. NGB Form 4100 completed and signed by commander must accompany packet.

d. All packets will be screened to ascertain those soldiers who are fully qualified.

e. All fully qualified soldiers will be required to appear before the Board and will be notified of Board and site date.

13 January 1992

CAL ARNGR 600-201

(CASM)

BY ORDER OF THE GOVERNOR:

OFFICIAL:

ROBERT C. THRASHER  
Major General  
The Adjutant General

JOHN D. TYRRELL  
LTC (CA) FA, CAL ARNG  
Director, Office of Administration

DISTRIBUTION:

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